DUNDEE TOWNSHIP PARK DISTRICT
BOARD MEETING MINUTES

The December 6, 2023 meeting of the Dundee Township Park District Board of Commissioners was held at the Rakow Center. Treasurer Jim Bonkoski called the meeting to order at 7:00 p.m. Commissioners responding to roll call were Secretary John Meschewski and Commissioner Pam Griffin. Erin O'Leary and Frank Scarpelli were absent.

Consideration to allow Commissioner Scarpelli to participate in the December 6, 2023, Board Meeting by means of audio conference.

John Meschewski made a motion with a second by Pam Griffin to approve Commissioner Scarpelli's Board Meeting Participation by Telephone as presented. The motion passed 3-0.

Citizens to be Heard
None.

Truth in Taxation Public Hearing - Treasurer Bonkoski stated that the notice of public hearing was published in the Daily Herald on November 24, 2023. He asked if there were any questions or comments from the audience related to this. There were none. Peterson stated that there were no written comments submitted related to the tax levy. With none, Bonkoski asked for a motion to close the public hearing.

John Meschewski made a motion with a second by Pam Griffin to Close the Public Hearing. The motion passed 3-0.

Staff Reports
None.

Consent Agenda

A. *Approval of Items to be considered for Consent Agenda – John Meschewski made a motion with a second by Pam Griffin to approve the Items to be considered for the Consent Agenda. The motion passed 3 to 0. This includes:*
   - I. *November 15, 2023 - Regular Board Meeting Minutes*
   - II. *Accounts Payable Check Register Dated – December 6, 2023*
   - III. *December 20, 2023, Board Meeting – Consideration to Cance*
   - IV. *Golf Maintenance Staff Participation at the GCSAA Conference in Phoenix, AZ*
   - V. *2024 Board Meeting Schedule – Consideration for Approval*
   - VI. *November 15, 2023, Closed Session Minuets - Consideration for Approval*

   Board Administrative Policy Revisions/New
   - VII. *4.19 – Social Media Comment and Terms of Use Policy (New)*
   - VIII. *0217 – Commissioner Remote Participation Policy (Revision)*

IX. 6.19 – Fund Balance Policy (Revision)
X. 4.20 – Closed Session Meeting Minutes (New)
Personnel Policy Revisions
XI. 2.14 – Victims' Economic Security and Safety Act
XII. 2.32 – Employee Blood and Organ Donation Leave
XIII. 2.20 – Bereavement Leave
XIV. Consideration to Approve Ordinance No. 23-08, 2023 Tax Levy
XV. Consideration to Approve Ordinance No. 23-07, 2023 Kane and Cook County Authorization to Reduce 2023 Tax Levy
XVI. Consideration to Approve Ordinance No. 23-06 Abatement of
- *General Obligation Refunding Park Bonds (Alternate Revenue Source) Series 2018*
- *Taxable General Obligation Refunding Park Bonds (Alternate Revenue Source) Series 2020A*
- *General Obligation Refunding Park Bonds (Alternate Revenue Source) Series 2020B*

Approval of Consent Agenda – John Meschewski made a motion with a second by Pam Griffin to approve the Consent Agenda as presented. The motion passed 3-0.

Director's Report

A. Budget Timeline and Process - Peterson reviewed the budget timeline and process that staff follows. It begins with the supervisors and managers projecting the current fiscal year revenues and expenditures and then focuses on the budgeted revenues and expenditures for the proposed new fiscal year. The staff will be using the new cost recovery model to set fees and strive to meet the percentages laid out in the cost recovery policy. Meanwhile, department heads work on revising/updating the 5-year capital plan within their departments. There are meetings held in the months of January-March between department heads and managers/supervisors to focus on the proposed budget before it is passed along to Gannon, Bertone, and Peterson for final review. Finally, the budget operations, debt service, and capital expenditures are assessed to see whether the fund balance policy is met. If it is not, Peterson is required to report back to the board on solutions to make sure in the future that compliance is met.

President Frank Scarpelli joined the meeting via audio conference at 7:20 p.m.

B. Decennial Committee Meeting – Set Date and Time **–** Peterson recommended that the second meeting take place on February 7 based on feedback from the two external committee members (Raczon and Rudd). He explained that the meeting's purpose will be to review the draft report of demonstrated efficiencies and receive feedback from the committee. From there, any recommended additions/changes will be done and a final meeting in the Fall 2024 will be set to

have the committee approve the report to be filed with Cook and Kane Counties. The board members concurred on the February 7 meeting date.

C. Golf Report - Peterson reviewed rounds of play and green fee revenue through November. He highlighted that the golf season appears to be another successful year with surpluses anticipated at both courses. Rounds of Play and Green Fees Revenue for start of season through November were shared with the board.

GOLF REPORT	Randall Oaks Golf Club	Bonnie Dundee Golf Club
Green Fee Revenue Through July	2021 – $904,200 2022 - $842,034 2023 - $934,557	2021 – $667,355 2022 - $624,476 2023 - $676,059
Rounds of Play Through July	2021 – 40,431 2022 – 36,448 2023 – 38,318	2021 – 35,647 2022 – 33,216 2023 – 33,343

D. Museum Tax - President Scarpelli referred to an opportunity related to the museum tax that was brought to our attention at the Legal Symposium. Peterson stated that staff is conferring with Chapman and Cutler to learn more about this opportunity to levy a tax to be used toward our zoo operations and for it not to be considered within the aggregate amount. Staff will report back to the board at a later time.

<u>President's Report</u>
None.

<u>Old Business</u>
None.

<u>New Business</u>
None.

<u>Adjournment</u>
John Meschewski made a motion with a second by Pam Griffin to adjourn the meeting. The motion passed 4-0. The meeting was adjourned at 7:42 p.m.

Note: The next board meeting is scheduled for January 3, 2024 at the Rakow Center